

SECRET

OSP-215-66

26 August 1966

MEMORANDUM FOR: Chief, Logistics Services Division, OL

25X1A ATTENTION : [REDACTED] Space Allocation and Facilities Branch, OL

SUBJECT : Survey of Building Space Utilization by the Office of Special Projects, DDS&T

1. In accordance with the instructions provided by the Office of Logistics for the conduct of current Agency space utilization survey, the Office of Special Projects submits the attached floor plans, Office Use Space Tabulation, Summary Sheet I, Administrative Support Space Tabulation Sheet II, and the Personnel Reconciliation, Sheet V. OSP has no storage or special type space assigned, thus summary sheets III and IV were not used.

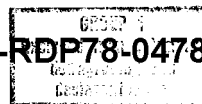
25X1A 2. As discussed with [REDACTED] this survey is premised upon OSP vacating rooms 6E18-6E38, which the O/DD/S&T will reflect in their current building space occupancy. In lieu thereof, in the attached survey OSP has shown occupancy of rooms 5F32-5F46 which currently house a portion of OEL/DD/S&T. The latter will occupy space undergoing renovation in the GE corridor of the Headquarters Building. [REDACTED] 25X1A O/DD/S&T has taken steps to avoid any duplication of space reporting in connection with the foregoing shifts in space occupancy by DD/S&T components. 25X1A

3. It should be noted also that the [REDACTED] OSP [REDACTED] 25X9 planned incumbency as reflected in the O/PPB report effective 31 July 1966 significantly understates the OSP planned incumbency as approved by the Director of Central Intelligence (BOB approval now pending). The total DCI-approved planned incumbency for OSP is [REDACTED] of which [REDACTED] are [REDACTED] planned 25X9 incumbencies.

25X9

25X1A

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the Office of Special Projects, DDS&T

25X9

4. There is a net of [REDACTED] personnel included in [REDACTED] square feet of OSP Office Use and Administrative Support Space as reflected in the attached survey report -- an average of 69 square feet per person space occupancy.

25X9

[REDACTED]
25X1A

Chief, Administrative Branch, OSP

Attachments:
As stated

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

ATTACHMENTS

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

AO/OSP

EXTENSION

5142

NO.

DATE

26 August 1966

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, Logistics Services
Division, OL
ATTN: [REDACTED]

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